

**TOWN OF PRIMROSE
BOARD OF SUPERVISORS
MONDAY, JUNE 3, 2013**

MINUTES

1. The meeting was called to order by Chairman Dale Judd. In attendance were Chairman Judd, Supervisors Gibson, Treasurer Gorman and Clerk Baker. Supervisor Elkins arrived late.
2. Supervisor Gibson made motion to approve the May 6, 2013 Minutes with two revisions, item number 5-Modification to reflect that it was Florence Connors that inquired about Supervisor Gibson remaining as Plan Commission Chair and item 7 to reflect that Mr. Reynolds made presentation of a draft of the proposed Non-Metallic Mining Ordinance to the Plan Commission and the Board. Chairman Judd seconded the motion with modifications and the motion passed 2-0.
3. Treasurer Gorman presented the reports. Treasurer Gorman raised the issue of the newly issued Visa card and the need for paperwork to be completed and submitted to the bank with a copy of the minutes indicating permission of Bruce Stamn to have access to the card. Clerk Baker is to contact the bank and make arrangements and Contact Farm and Fleet to insure that the account there has been closed. Supervisor Gibson motioned to approve the Financial Reports. Chairman Judd seconded the motion and the motion passed 2-0.
4. Concerns were raised regarding the website, Fee schedule still not accurately reflected and some missing information/minutes, etc. Clerk Baker will ask for access to directly post the information. Clerk Baker indicated that she and Julie Raash have discussed creating a new website that would make finding information easier and more accessible for updating. The need to review the e-mail and hosting vendor is also necessary. Dawn Haag inquired as to the status of the documentation submission on the Fredrickson Driveway. Chairman Judd indicated that he had been in contact with the owner and was awaiting the materials. He will continue to follow up. Florence Connors inquired as to the status of the EMS boundaries for Belleville/New Glarus/Mt. Horeb. Clerk Baker indicated that she has not had the time to further this process along. It was brought to the attention of the Board that several of the county signs have been turned and thereby misrepresenting which county you're in. The places in which this has been noted is on Hwy G and U. Clerk Baker will ask Bruce Stamn to check into it and remedy the situation. Mr. Ottman asked if his check and application form had been received. Clerk Baker indicated that she had received the application form. Supervisor Elkins and Gibson to visit the driveway in order to sign off on completion and compliance.
5. Clerk Baker indicated that a bike tour will take place on township road County Hwy A on June 23rd. Clerk Baker also reported that a letter had been received from Mr. Haack regarding CUP2219 that had been forwarded to the members of the Board. Clerk Baker asked the Board if they had received the forwarded copy of the letter and they indicated that they had. Southwest Dane Outreach provided a report updating the township on services performed and indicated that they were still working on getting us an automated version of their newsletter. Clerk Baker updated the Board as to the dates being proposed by the Assessor

for this year's Open Book and Board of Review. Currently, Open Book is scheduled for Tuesday, August 13th from 5-7pm and Board of Review is scheduled to occur Wednesday September 4th beginning at 5pm. Treasurer Gorman expressed concern regarding the lateness of the dates and getting the information required to the County in Time for tax documents to be generated in a timely manner. Clerk Baker will follow up with the Assessor to insure that we won't have a problem and that they slate our dates much earlier next year. Clerk Baker discussed the need to move forward on the revisions and to get the dates set for the Public Hearing to take place regarding the Non-Metallic Mining & Blasting Ordinances. Supervisor Gibson indicated that modifications were in process. Discussion was had regarding the necessity for the Plan Commission to be the body that would set the dates for the public hearing and that this should occur at their next meeting later this month. It was determined that the date for the July Board meeting would be changed to Monday, July 8, 2013.

6. Concern had been raised that adjoining property owners should be given notice if variances are granted related to building applications. Supervisor Gibson indicated that siting criteria is not a mandate or absolute and therefore is not a variance. Residents indicated the desire for adjoining landowners to receive postcards. The need was discussed for revisions to the process to apply/come before the Plan Commission and the Board when contemplating a project. Clerk Baker indicated that the application guide was hard for individuals to find and that the forms and the guide don't really go far enough. That all materials related to a project should be submitted in advance of being placed on the agenda. Dawn Haag said that she would create a draft of a form that could be used to further this process along. Clerk Baker welcomed her participation.
7. Supervisor Elkins had raised the possibility of contributing to the Mt. Vernon Park District and the Upper Sugar River Water shed. He proposed a contribution of \$500 to each. It was determined that we really needed to see where we were in relation to our budget before moving forward and that the decision to make a contribution be postponed and put on the Budget Agenda and reviewed at that time.
8. Discussion was had regarding the need to sandblast and paint the box of the '98 Truck. A verbal estimate had been made of \$2400. It was determined that it would be preferable to get actual estimates prior to moving forward. Chairman Judd made motion to seek estimates to sandblast and paint the box of the '98 truck. Supervisor Gibson seconded the motion and the motion passed 3-0.
9. The Board indicated that they had conducted a site view of Steve Sponem's property to review the location of the proposed barn and were satisfied with its placement. Supervisor Gibson made motion to approve Steve Sponem's Agricultural building. Supervisor Elkins seconded the motion and the motion carried 3-0.
10. Bids were received from Scotts Construction and from Payne and Dolan. The main difference in the proposals was the detailed measurements conveyed and the assurance that gave to the Scott Construction bid. Supervisor Elkins made motion to accept the bid from Scott Construction to perform the resurfacing of the remainder of Primrose Center Road from the bridge to Oak Grove. Supervisor Gibson seconded the motion and the motion carried 3-0.

11. No information had been received regarding agricultural buildings.
12. Business for next month's agenda included:
 - Changing the Date for the July Meeting to Monday, July 8, 2013.
 - Status update on website issues.
 - Review of estimates received for sandblasting & painting of the box of the '98 truck
13. Supervisor Gibson made motion to adjourn, which was seconded by Supervisor Elkins. The motion carried 3-0.

Submitted by: _____

Jamie Baker, Clerk